

Message

From: Hindin, David [Hindin.David@epa.gov]
Sent: 11/19/2020 1:31:06 PM
To: Badalamente, Mark [Badalamente.Mark@epa.gov]
Subject: RE: Proposed Appointment for [Ex. 6 Personal Privacy (PP)]

We have another idea we just hatched, or Larry suggested and we are looking into.

John will check with Melinda and Laura to see if we could [Ex. 6 Personal Privacy (PP)], even if in acting capacity. [Ex. 6 Personal Privacy (PP)]

David A. Hindin

Director, Office of Compliance
Office of Enforcement and Compliance Assurance
U.S. Environmental Protection Agency, Washington, DC 20460
Phone 202-329-0271 — mobile only

"I swore never to be silent whenever and wherever human beings endure suffering and humiliation. We must take sides. Neutrality helps the oppressor, never the victim. Silence encourages the tormentor, never the tormented." — Eli Wiesel

From: Badalamente, Mark <Badalamente.Mark@epa.gov>
Sent: Thursday, November 19, 2020 8:29 AM
To: Hindin, David <Hindin.David@epa.gov>
Subject: RE: Proposed Appointment for [Ex. 6 Personal Privacy (PP)]

And I believe that GS-15 employee is a member of a protected class.

Mark Badalamente
Director, Office of Administration and Policy
Senior Resource Official (SRO)
Senior Information Official (SIO)
Office of Enforcement and Compliance Assurance

U.S. Environmental Protection Agency
William Jefferson Clinton Building
Room 3235 South
Office: 202-564-4673
Mobile: 202-329-0763



From: Hindin, David <Hindin.David@epa.gov>
Sent: Wednesday, November 18, 2020 9:23 PM
To: Starfield, Lawrence <Starfield.Lawrence@epa.gov>; Dombrowski, John <Dombrowski.John@epa.gov>; Milton, Laura <Milton.Laura@epa.gov>
Cc: Badalamente, Mark <Badalamente.Mark@epa.gov>
Subject: RE: Proposed Appointment for [Ex. 6 Personal Privacy (PP)]

Ex. 5 Deliberative Process (DP)

David A. Hindin

Director, Office of Compliance

Office of Enforcement and Compliance Assurance

U.S. Environmental Protection Agency, Washington, DC 20460

Phone 202-329-0271 – mobile only

"I swore never to be silent whenever and wherever human beings endure suffering and humiliation. We must take sides. Neutrality helps the oppressor, never the victim. Silence encourages the tormentor, never the tormented." — Eli Wiesel

From: Starfield, Lawrence <Starfield.Lawrence@epa.gov>

Sent: Wednesday, November 18, 2020 8:20 PM

To: Hindin, David <Hindin.David@epa.gov>; Dombrowski, John <Dombrowski.John@epa.gov>; Milton, Laura <Milton.Laura@epa.gov>

Cc: Badalamente, Mark <Badalamente.Mark@epa.gov>

Subject: RE: Proposed Appointment for Ex. 6 Personal Privacy (PP)

Laura,

Is there any reason why Susan can't be the recommending and selecting official? Does it have to be Ex. 5 Deliberative Process (DP) first line supervisor?

Larry

From: Hindin, David <Hindin.David@epa.gov>

Sent: Wednesday, November 18, 2020 5:21 PM

To: Dombrowski, John <Dombrowski.John@epa.gov>; Milton, Laura <Milton.Laura@epa.gov>

Cc: Badalamente, Mark <Badalamente.Mark@epa.gov>; Starfield, Lawrence <Starfield.Lawrence@epa.gov>

Subject: RE: Proposed Appointment for Ex. 6 Personal Privacy (PP)

The recommending official should be Susan and the approving official should be the Administrator. I will not sign this as it is not my decision. Susan and the Administrator have the authority to do this (I assume) and we should not have career management sign for them.

There was no interview.

David A. Hindin

Director, Office of Compliance

Office of Enforcement and Compliance Assurance

U.S. Environmental Protection Agency, Washington, DC 20460

Phone 202-329-0271 – mobile only

"I swore never to be silent whenever and wherever human beings endure suffering and humiliation. We must take sides. Neutrality helps the oppressor, never the victim. Silence encourages the tormentor, never the tormented." — Eli Wiesel

From: Dombrowski, John <Dombrowski.John@epa.gov>

Sent: Wednesday, November 18, 2020 5:09 PM

To: Milton, Laura <Milton.Laura@epa.gov>; Hindin, David <Hindin.David@epa.gov>

Cc: Badalamente, Mark <Badalamente.Mark@epa.gov>; Starfield, Lawrence <Starfield.Lawrence@epa.gov>

Subject: RE: Proposed Appointment for [Ex. 6 Personal Privacy (PP)]

Laura – Here is my response to your questions. David may have additional responses:

- *Who currently occupies this position; either detail or temporarily promotion?* I know it's vacant but how are you fulfilling the supervisory responsibilities currently?
 - *Technically on paper I am the official supervisor. Jacqueline and I work together in leading the staff though.*
- *The names of the recommending and selecting officials* Both of you as the first- and second-line supervisors?
 - *I guess so...I don't know who else it would be.*
- *Documentation on the interview process, including interview questions and notes, the names of interviewers/ panel members (contact information, type of appointment), and candidates interviewed. If applicable?*
 - *N/A?*

John Dombrowski, P.E.

Deputy Director

Office of Compliance

Office of Enforcement and Compliance Assurance, U.S. EPA

WJC South, Room 5140A (within 5142 bay area)

202-365-8796 (Cell)

From: Milton, Laura <Milton.Laura@epa.gov>

Sent: Wednesday, November 18, 2020 4:36 PM

To: Dombrowski, John <Dombrowski.John@epa.gov>; Hindin, David <Hindin.David@epa.gov>

Cc: Badalamente, Mark <Badalamente.Mark@epa.gov>; Starfield, Lawrence <Starfield.Lawrence@epa.gov>

Subject: FW: Proposed Appointment for [Ex. 6 Personal Privacy (PP)]

As part of the documentation required to facilitate [Ex. 6 Personal Privacy (PP)] appointment, the Shared Service Center has asked for some additional information regarding the position. I've completed what I could but need the following:

- *Who currently occupies this position; either detail or temporary promotion?* I know it's vacant but how are you fulfilling the supervisory responsibilities currently?
- *The names of the recommending and selecting officials* Both of you as the first- and second-line supervisors?
- *Documentation on the interview process, including interview questions and notes, the names of interviewers/panel members (contact information, type of appointment), and candidates interviewed.* If applicable?

There are some additional concerns regarding the position itself and whether it can stand as a supervisor with only three staff, one of whom is a GS-15, but that will be addressed as we move forward.

Laura Milton, PMO
 Administrative Management Division
 OECA/Office of Administration and Policy
 US Environmental Protection Agency
 Phone: 202-564-6017
 Cell: 202-821-2541
milton.laura@epa.gov

From: Bonner, Jerome <Bonner.Jerome@epa.gov>
Sent: Wednesday, November 18, 2020 3:13 PM
To: Milton, Laura <Milton.Laura@epa.gov>
Cc: Zeckman, David <zeckman.david@epa.gov>; Helm, Arron <Helm.Arron@epa.gov>; Caro, Vique <Caro.Vique@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Young, Debbie <young.debbie@epa.gov>; Scola, Jennifer <Scola.Jennifer@epa.gov>
Subject: Proposed Appointment for Ex. 6 Personal Privacy (PP)

Hi Laura,

I am working the proposed appointment and require information from OECA in order to prepare a complete package for submission to OHR and subsequently OPM for final decision. The subject appointment would result in a Political Appointee being appointed to an Excepted Service, GS-0905-15 position in OECA. Per documentation received today, the proposed position is Supervisory Attorney Advisor, OECA, National Enforcement Training Institute.

I would appreciate if OECA could provide the following information:

- Organizational Chart for proposed position OECA
 Attached; this position serves as the Director of the National Enforcement Training Institute
- The Organizational Structure reflects the following positions: OECA: Please confirm this is accurate Yes.
 - Attorney Advisor – GS-0905-15

- Program Analyst – GS-0343-13
- Program Analyst – GS-0343-9/13
- GS-0905-15 Supervisory Attorney Advisor
 - Who currently occupies this position; either detail or temporarily promotion? OECA
 - When did the position become vacant? OECA
8/15/20
- A statement disclosing any personal or professional relationship between the requesting agency's recommending and selecting officials (or anyone in the reporting chain) and the proposed selectee. OECA
N/A
- Evidence of fair and open competition (a recruiting notice, if one was used) OECA N/A; direct hire authority
 - Description of recruiting sources and advertising methods OECA N/A
 - Qualification standard used OHR/HRSSC
 - Copy of agency policy for accepting excepted service applications OHR/HRSSC
 - Applications from all who applied and information showing how each met or failed to meet established qualifications OECA N/A
 - Information showing how veterans' preference was considered OECA N/A
 - The referral list(s) issued to the selecting official and the completed referral list documenting the tentative selection OECA N/A
 - The names of rating/ranking panel members (if applicable) and their titles, telephone numbers, email addresses, and types of appointment (e.g., career SES, Schedule C, or Presidential Appointee). OECA N/A
- The names of the recommending and selecting officials, title, telephone number, email address, and type of appointment (e.g., career SES, Schedule C, or Presidential Appointee). OECA

Appointment Type: Schedule A, Persons with Disabilities

- Documentation on the interview process, including interview questions and notes, the names of interviewers/panel members (contact information, type of appointment), and candidates interviewed. OECA

Please call me if you have any questions or would like to discuss requirements.

Thanks

JB

Jerome W. Bonner

Environmental Protection Agency

Office of Administration and Resources Management - Cincinnati

Director, Human Resources

Cincinnati Human Resources Shared Service Center

Tel: 513.569.7950

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From: Carr, Dorothy <Carr.Dorothy@epa.gov>

Sent: Wednesday, November 18, 2020 11:33 AM

To: Bonner, Jerome <Bonner.Jerome@epa.gov>

Cc: Zeckman, David <zeckman.david@epa.gov>; Helm, Arron <Helm.Arron@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Smith, Kathryn <Smith.Kathryn@epa.gov>; Caro, Vique <Caro.Vique@epa.gov>

Subject: Schedule A appointment for Ex. 5 Deliberative Process (DP)

Good morning Jerome,

Attached is the Pre-Appointment Checklist as specified in the CHCOC guidance at <https://www.chcoc.gov/content/appointments-and-awards-during-2020-presidential-election-period> . We have completed the fields on the Checklist related to Ex. 5 Deliberative Process (DP) political appointment and have attached information relevant to this appointment in response to bullets 1 through 3 on page 2 of the Checklist. Please let us know if you need assistance from RTP as you assemble the items for which you're responsible. We assume that you will be reaching out to OHR for the Agency HR Director letter referenced at the top of the Checklist.

Take care,

Dorothy Carr

Lead Human Resources Specialist, Executive Resources

Human Resources Management Division, OARM-RTP

U.S. Environmental Protection Agency

Research Triangle Park, NC

(919) 541-4356 (office)

(252) 301-4784 (cell)



OFFICE OF ADMINISTRATION AND RESOURCES MANAGEMENT
RESEARCH TRIANGLE PARK

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From: Caro, Vique <Caro.Vique@epa.gov>
Sent: Wednesday, November 18, 2020 8:15 AM
To: Zeckman, David <zeckman.david@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>
Cc: Helm, Arron <Helm.Arron@epa.gov>; Carr, Dorothy <Carr.Dorothy@epa.gov>; Smith, Kathryn <Smith.Kathryn@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>
Subject: RE: Schedule A

I have let the Cincinnati SSC know that this is coming and we'll be standing by to help.

Vique Caro
Office Director
Office of Administration and Resources Management Cincinnati
US Environmental Protection Agency
Main Office: 513-569-7910
Desk Phone: 513-569-7912
Cell: 513-607-3534
email: caro.vique@epa.gov

From: Zeckman, David <zeckman.david@epa.gov>
Sent: Tuesday, November 17, 2020 3:19 PM
To: Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Caro, Vique <Caro.Vique@epa.gov>
Cc: Helm, Arron <Helm.Arron@epa.gov>; Carr, Dorothy <Carr.Dorothy@epa.gov>; Smith, Kathryn <Smith.Kathryn@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>
Subject: RE: Schedule A

Thank you

From: Taylor, Jeremy <Taylor.Jeremy@epa.gov>
Sent: Tuesday, November 17, 2020 3:08 PM
To: Zeckman, David <zeckman.david@epa.gov>; Caro, Vique <Caro.Vique@epa.gov>
Cc: Helm, Arron <Helm.Arron@epa.gov>; Carr, Dorothy <Carr.Dorothy@epa.gov>; Smith, Kathryn <Smith.Kathryn@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>
Subject: RE: Schedule A

Hello,

I am cc'ing Kathryn and Dorothy. They can provide any needed information on the Schedule C appointment for the package. The package itself would come out of Cincy as the hiring office so we are happy to support in any way needed.

Thank you,

Jeremy A. Taylor
Director, Human Resources Management Division, OARM-RTP
U.S. Environmental Protection Agency
Research Triangle Park, NC
919-541-0537



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From: Zeckman, David <zeckman.david@epa.gov>
Sent: Tuesday, November 17, 2020 2:59 PM
To: Caro, Vique <Caro.Vique@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>
Cc: Helm, Arron <Helm.Arron@epa.gov>
Subject: Schedule A

Good afternoon,

We have been working with OECA to transfer Ex. 6 Personal Privacy (PP) from OCIR to a position in OECA's Office of Compliance, National Enforcement Training Institute, see attached PD. This transfer will require OPM review and approval. Ex. 6 Personal Privacy (PP) will be transferring to Schedule A, see attached letters for documentation. I previously reached out to Arron to understand the requirements for the package which must go up to OPM for review, see attached message. I'd like to start compiling the documents for our submission, which as I understand it, will be a coordinated effort between Executive resources, the Cincy SSC, and OECA. Let me know if there is anything else I can do to help, or if you'd like to schedule some time to chat about this, I'll be happy to setup a meeting.

Thanks,

David Zeckman
Deputy Assistant Administrator
Office of Mission Support
Environmental Protection Agency
(202) 564-7623